

To: Drammeh, Joan[Drammeh.Joan@epa.gov]
From: Ibarra, Juan
Sent: Thur 8/13/2015 11:16:13 PM
Subject: RE: Overtime Pay Period 18

Hi Joan,

Just to let you know,

On Tues, 8/11 My travel day to Farmington, I worked from 0700 to 2330.....16 hrs of work (minus lunch).....so I had 7 hrs OT.

I did not complete a sign in sheet for this day.

My schedule is CWS with 9 hr work days.

On Wed, 8/12, I worked from 0630 to 2100.....14 hrs of work (minus lunch).....so I had 5 hrs OT. However, the sign-in sheet may have been scanned to you before I had a chance to sign out.....but I did do this late last night.

I will keep up with the sheet from now on.

Juan

From: Drammeh, Joan
Sent: Thursday, August 13, 2015 7:47 AM
To: Ibarra, Juan
Subject: RE: Overtime Pay Period 18

Good morning Juan,

Field personnel should be signing a daily sign-in sheet. Feel free to update your OT timesheet however you like. Cindy Brown and myself will be determining overtime based on the weekly sign-in sheets.

From: Ibarra, Juan
Sent: Wednesday, August 12, 2015 4:22 PM
To: Drammeh, Joan
Subject: RE: Overtime Pay Period 18

Joan,

Is this OT sheet to be completed daily and submitted at the end....

Juan

From: Drammeh, Joan
Sent: Tuesday, August 11, 2015 3:35 PM
To: Knabel, Jessica; Arias, Jack; Pham, Lisa; Gomez, Kendra; Johnson, Terrence; Khoury, Ghassan; Ibarra, Juan; Osowski, Sharon; Snyder, Shannon; Jacobson, Doug; Torres, Michael; Mueller, Brian; McElroy, Damon; Biggs, Tonia; Turner, LaDonna; Garcia, David; Ruhl, Christopher; Smalley, Bryant; Shaikh, Taimur; Bhattacharya, Dipanjana; Ofosu, Philip; Enders, Jhana
Subject: Overtime Pay Period 18
Importance: High

Good afternoon,

Overtime documents for pay period 18 have been placed in a secure folder on SharePoint. Please check the information regarding pay grades and program codes. Click the following link to access the Gold King Mine Spill SharePoint page to review your documents in the OVERTIME_PP18 folder:

<https://usepa.sharepoint.com/sites/R6/6SF/GKM>

If you are unable to access the SharePoint site, please send me your pay grade and program code. Thank you.

****NOTE:** If you are having difficulty accessing SharePoint via cell phone, please try again on your government computer.

Respectfully,

Joan Drammeh

Community Involvement Coordinator

U.S. EPA Region 6

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